

~~SECRET~~

VIA AIR POUCH

14 October 1946

25X1

TO: Chief of Station -

SUBJECT: Delegation of Authority

In regard to the transfer outlined in Washington Cable 2689 and in line with your answer as required in paragraph 3 of that cable, authority is hereby delegated to the Chief of each independent Station:

- (1) To terminate or appoint civilians as employees and consultants.
- (2) To authorize payment of living and quarters allowances to civilian employees.
- (3) To designate a member of the Station as Chief Clerk to administer the oath of office to civilian employees.
- (4) To enter into and to sign contracts for the procurement of supplies, equipment and information.
- (5) To approve temporary duty travel of civilian employees within the theater in which the Station is located. Chiefs may designate an employee to act for him in such issuance of travel orders and to sign for him other necessary travel papers.

The authorities granted above may not be redelegated and must be exercised in accordance with existing law and regulations.

25X1

HOYT S. VANDENBERG  
Director



*cc. Exec. Office  
Central Records  
X for P + A.*

11 October 1946

~~SECRET~~

SEE BELOW

EXECUTIVE FOR PERSONNEL AND  
ADMINISTRATION, CIG

25X1

TO: CHIEF OF MISSIONS IN

25X1

CITE: WASHA

SIGNED: VANDENBERG

INCIDENT TO THE TRANSFER TO CIG AND IN LINE WITH YOUR SUBMITTED  
PERSONNEL LISTS AUTHORITY IS HEREBY DELEGATED TO CHIEFS OF EACH MISSION OR  
INDEPENDENT STATION TO:

- (1) APPOINT OR TERMINATE CIVILIAN EMPLOYEES AND CONSULTANTS.
- (2) AUTHORIZE PAYMENT OF QUARTERS AND COST OF LIVING  
ALLOWANCES TO CIVILIAN EMPLOYEES.
- (3) DESIGNATE AN EMPLOYEE AT THE MISSION OR STATION AS  
CHIEF CLERK TO ADMINISTER OATH OF OFFICE TO CIVILIAN EMPLOYEES.
- (4) ENTER INTO AND SIGN CONTRACTS FOR THE PROCUREMENT  
OF SUPPLIES, EQUIPMENT AND INFORMATION.
- (5) APPROVE TEMPORARY DUTY TRAVEL ABROAD WITHIN THE  
THEATER OF CIVILIAN EMPLOYEES. CHIEFS MAY DESIGNATE AN EMPLOYEE  
TO ACT FOR HIM IN ISSUANCE OF TRAVEL ORDERS, AND SIGN FOR HIM  
OTHER NECESSARY TRAVEL PAPERS.

THE AUTHORITIES GRANTED ABOVE MAY NOT BE REDDELEGATED AND MUST  
BE EXERCISED IN ACCORDANCE WITH EXISTING LAW AND REGULATIONS.

COORDINATION:

DHG WWQ WWH SLBP WGT EDE LRH

(Signed)

HOYT S. VANDENBERG

~~SECRET~~